

NATIONAL INSTITUTE OF CORRECTIONS

Offender Workforce Development Specialist (OWDS) Partnership Training

Statement of Interest

(to be completed by the primary sponsoring agency)

By invitation only, select jurisdictions are offered an opportunity to enter into a cooperative agreement with the National Institute of Corrections as an Offender Workforce Development Specialist (OWDS) Training Partner. The purpose of this partnership is to develop the local capacity to provide training leading to trainee certification as a Global Career Development Facilitator (GCDF) from the Center for Credentialing and Education, Inc. (CCE). For a description of the partnership program, visit the Offender Workforce Development Division Web site at www.nicic.org and review the *Administrative Guide: Offender Workforce Development Specialist Partnership Training Program*.

Agencies interested in sponsoring an NIC Offender Workforce Development Specialist Partnership Training program must complete (type or print legibly) and sign this form and mail or fax to the National Career Development Association, 305 N. Beech Circle, Broken Arrow, OK 74012; fax 918-663-7058; attention: Deneen Pennington.

Agency name _____

Agency address _____

City/State _____ ZIP Code _____

Agency contact person _____

Title _____

Telephone _____ Fax _____

Identify agency's involvement in offender/defendant workforce development activities. Please check all that apply and attach documentation:

- | | |
|---|---|
| <input type="checkbox"/> facilitates employment readiness workshops for offenders/defendants | <input type="checkbox"/> tracks employment outcomes of offenders/defendants |
| <input type="checkbox"/> sponsors job fairs/mock job fairs/transition fairs | <input type="checkbox"/> employs a pre-release assessment instrument to identify barriers to employment |
| <input type="checkbox"/> developed a process to assist offenders/defendants in obtaining reentry documents | <input type="checkbox"/> formalized collaboration with other agencies addressing offender workforce development |
| <input type="checkbox"/> provides Federal Bonding/Work Opportunity Tax Credit information | <input type="checkbox"/> attended Defendant/Offender Workforce Development Conference |
| <input type="checkbox"/> developed an offender workforce development program in correctional setting | <input type="checkbox"/> attended or facilitated Offender Employment Specialist or Offender Job Retention training |
| <input type="checkbox"/> collaborates with correctional industries as a stakeholder in reentry | <input type="checkbox"/> collaborates with faith-based and/or community-based organizations |
| <input type="checkbox"/> established job titles/descriptions related to offender workforce development in personnel classification system | <input type="checkbox"/> participates in NIC's Transition from Prison to Community (TPC) or Transition from Jail to Community (TJC) initiatives |
| <input type="checkbox"/> established working relationship with employers/Chamber of Commerce | <input type="checkbox"/> involved in other related NIC programs/initiatives (please specify)
_____ |
| <input type="checkbox"/> established career resource centers/satellite one-stops | <input type="checkbox"/> involved in other related activities (please list)

_____ |

OWDS Partnership Training Program

Statement of Interest Endorsement

NIC will return as "incomplete" Statement of Interest forms that do not have the endorsement of the **Chief Executive Officer** of the primary sponsoring agency, as defined below.

- For **jails**. If the jail is under the sheriff, the sheriff must sign Statement of Interest Form. If not, the form must be endorsed by the chief executive officer of the local department of corrections.
- For **prisons**. The director or commissioner of the state department of corrections.
- For **community corrections**. The head of the agency, such as the chief probation officer, chairperson of the parole board, executive director of the agency, or director of the department of corrections, depending on the organizational structure of the agency.

Statement of Interest by Primary Sponsoring Agency Chief Executive Officer

This agency is interested in sponsoring the OWDS Partnership Training program. If accepted to sponsor this training program, we acknowledge and accept the terms of the partnership as identified in the Offender Workforce Development Specialist Partnership Training Program: Administrative Guide.

Signature of Chief Executive Officer

Date

Type or print name

Title of Chief Executive Officer

Telephone